

Basic Lab Skills for Wastewater Operators Workshop

April 1 - 2, 2008

at the

**Department of Environmental Quality,
Southwest Regional Office
Abingdon, VA**



Conducted by:

**Department of Environmental Quality
Office of Operator Training**

PO Box 1105

Richmond Virginia 23218

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Description:

This two day workshop provides hands on instruction in the basic skills required to accurately perform wastewater related sampling and testing. The program covers lab water sources, equipment selection, equipment and glassware cleaning and storage, and the collection and preservation of representative samples. The program also includes hands-on experience in using glassware and lab instruments to dilute samples and chemicals and to prepare standards. It will also present the basic quality assurance considerations required at any facility performing permit related testing. The QA discussion will include the use of blanks, replicates, split samples and performance standards, procedures for the systematic verification of instrument accuracy, initial demonstration of competency (IDC) requirements and other quality assurance related topics.

Who should attend:

If you are responsible for conducting your facility's sampling and testing, this program will be extremely beneficial.

Time & Place

This program will be presented at the Departments Southwest Regional Office on April 1 - 2, 2008. The workshop will begin at 8:30 AM and will conclude at approximately 4:30 p.m. each day.

Hotels & Driving Directions

Persons registering for the program will receive an informational package including directions to the training site and a list of nearby accommodations

Breaks and Lunches

The registration fee does not include break refreshments or lunch.

Course Approval

The Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals has approved the "Basic Lab Skills for Wastewater Operators Workshop" for 1.0 training credit. When permitted by Board

Registration

Registration for the program is limited to 16 people. Only complete registrations (completed forms with payment) received by the DEQ Office of Finance will be considered.

Registration Fees

There is a \$100.00 registration fee for this program. Fees should be submitted in the form of check or money order made payable to the Department of Environmental Quality. No purchase orders or credit cards are accepted. State Agencies should contact the Department's Finance Office (804 698-4162) for IAT procedures.

Cancellation

We reserve the right to cancel any program when there are insufficient registrations. People who register will be notified of the cancellation and will receive a refund.

Withdrawal Policy

Registrants who must withdraw should notify the Department as soon as possible. No refund is given if the Department is not notified at least 5 business days in advance of the start of class. Substitutions are permitted anytime before the start of class.

Refund Policy

Registrants who cancel will receive a refund only if the Department receives notification at least 5 business days before the start of class. Substitutions are permitted anytime **before** the start of class.

Additional Information

For additional information contact the Department's Office of Operator Training in Richmond:

Wayne Staples 804 698 4106
Jason Spicer 804 698 4143
email wwoperator@deq.virginia.gov

Basic Lab Skills for Wastewater Operators Workshop DEQ, Southwest Regional Office April 1 - 2, 2008 Registration Form

Name: _____

Title: _____

Organization: _____

Send registration and \$100.00 fee to:

Street/PO Box: _____

Office of Finance
Department of Environmental Quality
PO Box 1104
Richmond, VA 23218

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____